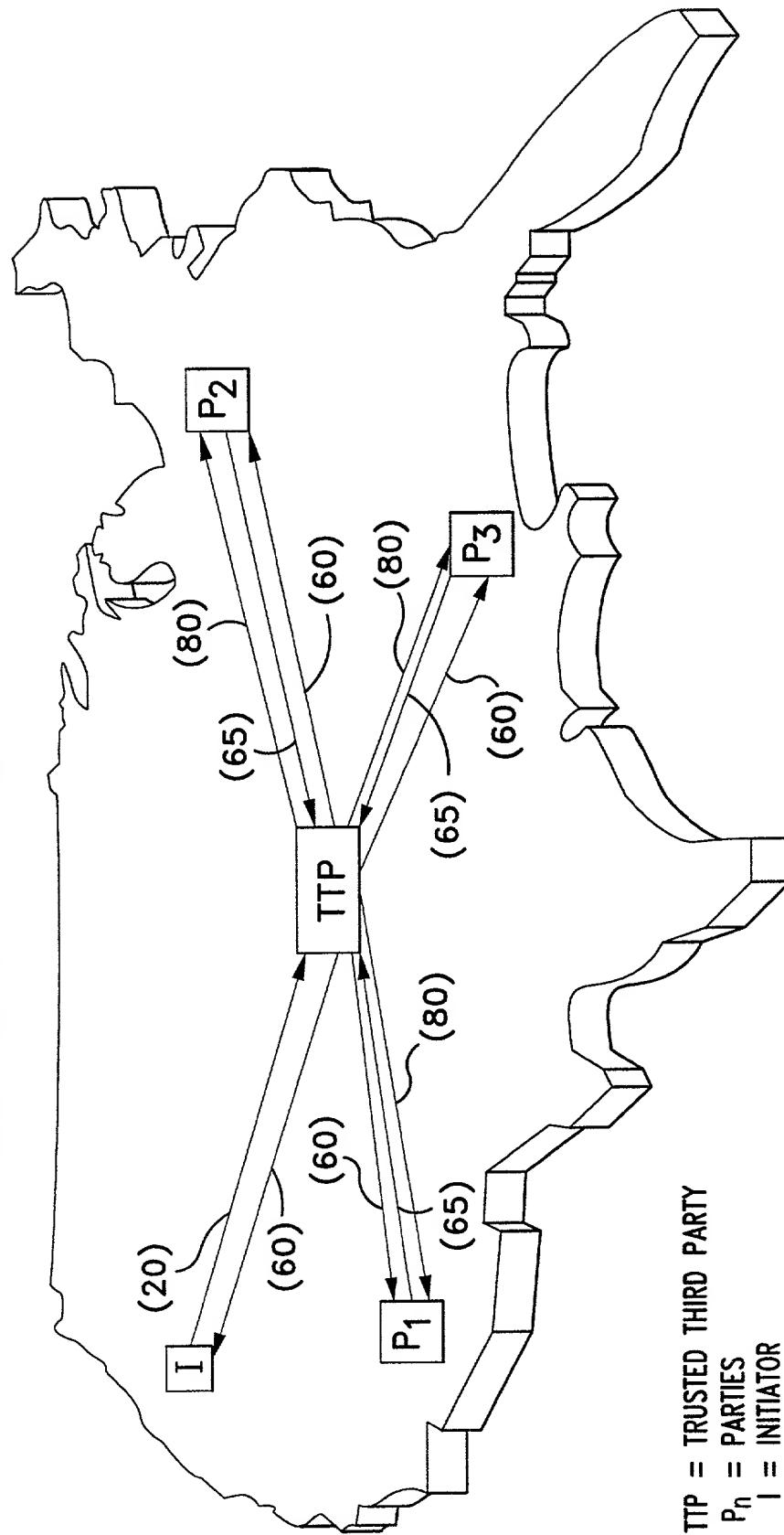


## OVERVIEW OF ENHANCED ESCROW PROCESS



TTP = TRUSTED THIRD PARTY

P<sub>n</sub> = PARTIES

I = INITIATOR

(20) = INITIATOR TRANSMITS DOCUMENT SET TO  
TRUSTED THIRD PARTY (TTP).

(60) = TRUSTED THIRD PARTY TRANSMITS DOCUMENTS AND INSTRUCTIONS TO EACH RECIPIENT.

(65) = RECIPIENT EXECUTES INSTRUCTIONS AND INFORMS TTP.

(80) = COMPLIANCE REPORT

Fig. 1A

ENHANCED DOCUMENT ESCROW METHOD

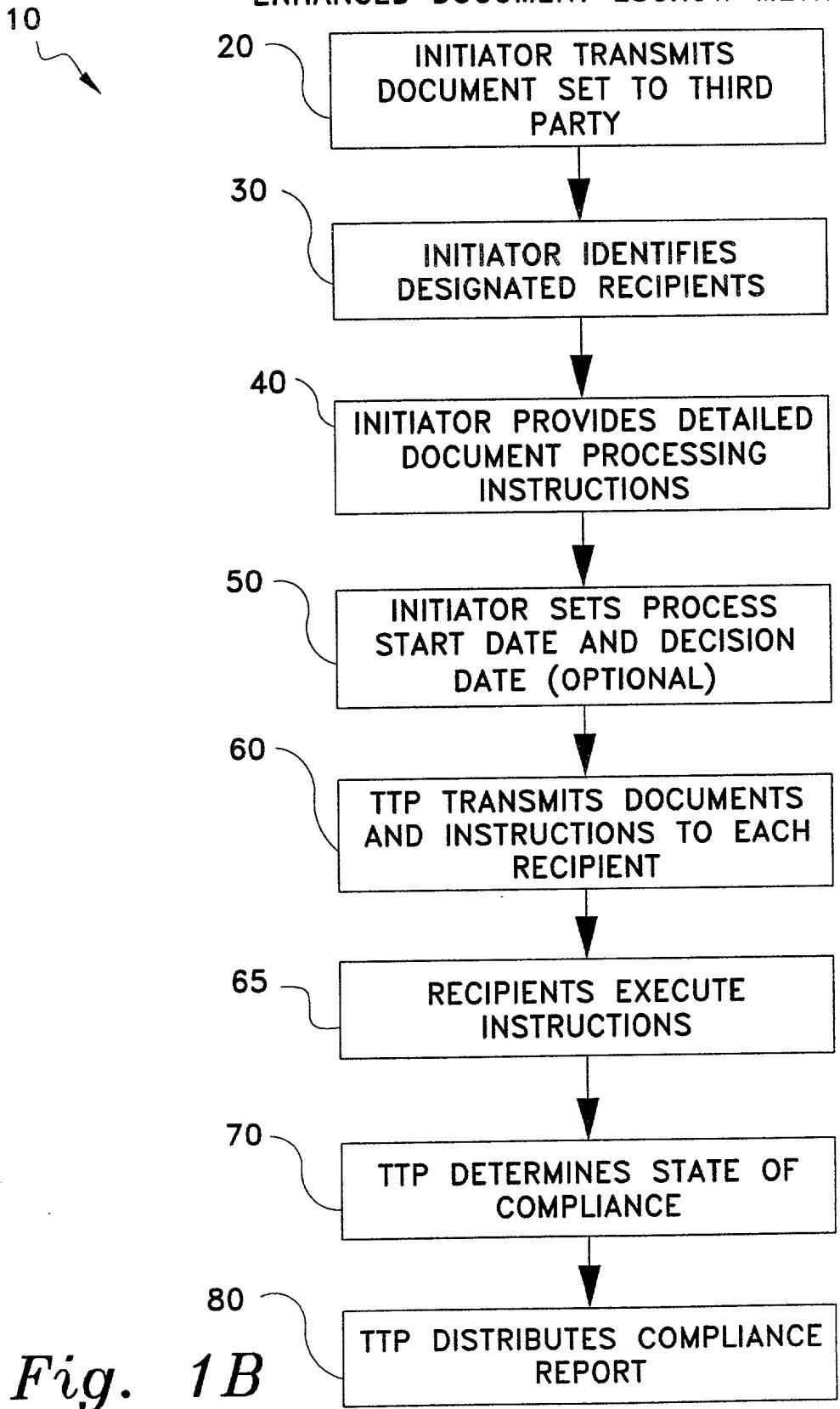


Fig. 1B

STEP 1: TRANSMIT YOUR DOCUMENT SET 20

DOCUMENT #		FILE NAME	DOCUMENT WORKING TITLE		
1	(UPLOAD FILE)	(TYPE TITLE HERE)			
2	(UPLOAD FILE)	(TYPE TITLE HERE)			

22      23      21

*Fig. 2*

STEP 2: IDENTIFY THE DESIGNATED RECIPIENT 30

P <sub>n</sub>	NAME	EMAIL ADDRESS	CITY	STATE	ZIP	COUNTRY	FAX	PHONE
P <sub>1</sub>	(NAME)	(EMAIL)	(CITY)	(STATE)	(ZIP)	(COUNTRY)	(FAX)	(PHONE)
P <sub>2</sub>	(NAME)	(EMAIL)	(CITY)	(STATE)	(ZIP)	(COUNTRY)	(FAX)	(PHONE)
P <sub>3</sub>	(NAME)	(EMAIL)	(CITY)	(STATE)	(ZIP)	(COUNTRY)	(FAX)	(PHONE)

31      32      33      34      35      36      37      38

*Fig. 3*

**STEP 3: DETAILED DOCUMENT PROCESSING INSTRUCTIONS:** 40

41      42      43      44      45      46

ACTION #	DESCRIPTION	RECIPIENT NUMBER	DOC NUMBER	DEADLINE	ATTACHED COMMENTS
1	CHOOSE FROM: REQUIRE RECIPIENT SIGNATURE REQUIRE RECIPIENT APPROVAL REQUIRE RECIPIENT REVIEW REQUIRE RECIPIENT PAYMENT (INPUT OTHER ACTION)	(P <sub>1</sub> , P <sub>2</sub> , P <sub>3</sub> ...)	(1,2,3...)	(DATE)	(TYPE COMMENTS HERE)
2	CHOOSE FROM: REQUIRE RECIPIENT SIGNATURE REQUIRE RECIPIENT APPROVAL REQUIRE RECIPIENT REVIEW REQUIRE RECIPIENT PAYMENT (INPUT OTHER ACTION)	(P <sub>1</sub> , P <sub>2</sub> , P <sub>3</sub> ...)	(1,2,3...)	(DATE)	(TYPE COMMENTS HERE)
3	CHOOSE FROM: REQUIRE RECIPIENT SIGNATURE REQUIRE RECIPIENT APPROVAL REQUIRE RECIPIENT REVIEW REQUIRE RECIPIENT PAYMENT (INPUT OTHER ACTION)	(P <sub>1</sub> , P <sub>2</sub> , P <sub>3</sub> ...)	(1,2,3...)	(DATE)	(TYPE COMMENTS HERE)

*Fig. 4*

50

STEP 4: SET A PROCESS START AND TERMINATION CONDITIONS.

DOCUMENT PROCESSING STARTS ON: 51

DOCUMENT PROCESSING ENDS ON: 52

DISTRIBUTE A DETAILED COMPLIANCE REPORT: YES/NO

53

*Fig. 5*

*Fig. 6*

80

INDIVIDUAL COMPLIANCE REPORT

21

DOCUMENT #	FILE NAME	DOCUMENT WORKING TITLE
1	(CONTRACT.DOC)	(CONTRACT FOR SERVICES)

22

23

42

62

RECIPIENT	PROCESSING INSTRUCTION
MARY	REQUIRE RECIPIENT PAYMENT
ATTACHED COMMENTS	
MARY, PLEASE PROVIDE PAYMENT BY VISA	

45

46

63